

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS
OF SAN BERNARDINO COUNTY, CALIFORNIA
AND RECORD OF ACTION**

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June 24, 2003

FROM: BILL INGRAHAM, Director
Department of Airports

DAVID H. SLAUGHTER, Director
Real Estate Services Department

SUBJECT: DEPARTMENT OF AIRPORTS REAL ESTATE ACTIVITY

RECOMMENDATION: Receive list of Airport approved Solicitations of Proposal and short-term leases executed consistent with County Policy 08-03-01 from May 1, 2003 through May 31, 2003.

BACKGROUND INFORMATION: On October 30, 2001, the Board of Supervisors adopted County Policy No. 08-03-01, Leasing County Airport Real Property. Paragraph 2F of the policy requires the Departments of Airports and Real Estate Services to prepare a timely, but not less than monthly, agenda item to the Board reporting the execution of short-term leases and the commencement of Solicitation of Proposal processes.

SHORT TERM LEASES			
AIRPORT	FACILITY/LEASEE	EFFECTIVE DATE	TERMS
Chino	1,750 square feet shop space Bldg F-320 Billy Teblin	June 1, 2003	\$296/month Month-to-month
Chino	1,134 square feet retail/office space Bldg 305 Jonscott Norman	May 1, 2003	\$396.90/month Month-to-month
Chino	Makarion Institute Bldg A-435	May 1, 2003	\$261.75/month Month-to-month

SOLICITATIONS OF PROPOSALS		
AIRPORT	FACILITY	ADVERTISEMENT/PROPOSAL DUE DATES
None		

REVIEW BY OTHERS: This item was reviewed by County Counsel (Fiona Luke, Deputy County Counsel) on June 10, 2003, and the County Administrative Office (Tom Forster, Administrative Analyst) on June 14, 2003.

FINANCIAL IMPACT: None.

SUPERVISORIAL DISTRICT(S): All.

PRESENTER: Bill Ingraham, 387-7802

Record of Action of the Board of Supervisors

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